

STATINTL

04 FEB 1981

MEMORANDUM FOR: Chief, Plans and Programs Staff, OL

FROM: [REDACTED]

Chief, Logistics Services Division, OL

SUBJECT: GSA Response to Agency Requirements

1. In order to improve GSA response time to Agency reimbursable work requests the following delegations of authority would be most helpful in expediting the support effort in the Headquarters Building.

- a. Increase the contracting and procurement authority of the GSA Buildings Manager from \$2,000 for construction, and \$2,500 for services to \$10,000. Inflation alone has taken a mighty toll and \$2,000 buys very little in today's market place.
- b. Increase the Buildings Manager approval authority on reimbursable work orders from \$10,000 to \$25,000. All work orders over \$10,000 now must be approved by GSA "Downtown" and many weeks, 10 to 15 minimum, are required just to obtain the proper signatures.

2. The GSA forces at Headquarters continue to be under-staffed. Although an increase in ceiling is probably an optimistic dream, a full complement for the existing T.O. would be helpful.

3. The response time in leased buildings is even slower than what is experienced in Federally owned buildings. The best quick fix to accomplish our needs in these facilities is Agency authority to contract for renovation work up to \$25,000.

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